


SEP 22 1988

TO: HBA BOARD MEMBERS  
FROM: LOURDES SANTIAGO, CHAIRPERSON   
OUTREACH-COMMUNITY SERVICE COMMITTEE  
DATE: SEPTEMBER 20, 1988  
RE: MINUTES-SECOND COMMITTEE MEETING

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Present: Margarita Echevarria, Ignacio Perez, Lourdes Santiago and other.

Absent: Martin Perez, Maria Velez Lopez, Raul Tous, Daniel Guadalupe.

Pursuant to our discussion in our last meeting, August 2, 1988, the following work was completed:

I. Listing of Community Organizations

A great cover letter has been drafted and a questionnaire is to be completed for attachment. This questionnaire seeks information on the needs of the particular organization so that someone in our speakers bureau can address the organization.

Lourdes Santiago will initially serve as the contact person for community organizations requesting someone from the speakers bureau.

The cover letter and questionnaire will be mailed out to all community organizations after the general membership meeting. We anticipate a mailing by early October.

Anyone wishing to add to the list of community organizations is encouraged to do so.

II. HBA Directory

Ignacio Perez has been compiling and updating the listing of all Latino attorneys in the State of New Jersey.

We will have a complete listing at the next general meeting. We seek the assistance of the membership in making the necessary corrections, deletions and additions before it becomes final.

This list will be our control list for mailings such as recruitment drives, volunteers for speakers bureau and other HBA activities. If you live in the North, Central, or South Jersey, here is your opportunity to make sure your area is represented on this listing.

Ignacio will be drafting a letter for membership recruitment purposes. This letter will include recruitment for participation in the speakers bureau. The draft will be available at the next general meeting.

### III. HBA Organization Brochure

Margarita Echevarria has provided some members in the committee with a sample brochure used by the Washington, D.C. HBA.

She will be drafting our statement of purpose and the general content of the brochure for approval at the next general meeting.

With that, she will also have a draft of the letter to community organizations introducing them to the HBA.

### IV. Supreme Court Task Force on Minority Concerns

The Community Outreach Committee has taken an interest in the developments of this Task Force. We understand that its basic purpose was to review the concerns of minorities and their respective communities.

Since we are concerned that our concerns are known and our interests are accounted for, we seek an update on the workings of this committee.

Lourdes Santiago will ask Judge Severiano Lisboa to report on this Task Force at our next general meeting since he has been an active participant of the Task Force.

V. Our next Community-Outreach meeting will be 1 hour before the general meeting on:

SEPTEMBER 30, 1988, at the New Brunswick Law Center.

COMMUNITY OUTREACH MEETING  
6:30 PM sharp!

GENERAL MEMBERSHIP MEETING  
7:00 PM